

Job Opportunity State Controller's Office



Applications will be screened and only the most qualified will be interviewed. Please call 916-323-3055 to request reasonable accommodations.
Voice/CRS Relay (711)

Position: Position #: Salary Range: Issue Date: Contact: Location: Final Filing Date:	Staff Information Systems Analyst (Specialist) 051-221-1312-031 \$5065 - \$6466 September 12, 2008 Karen Blom (916) 373-8826 21 st Century Project 710 Riverpoint Court West Sacramento, CA 95605 (Statewide) Until Filled	<p><u>Scope of the Position:</u> Under the supervision of the 21st Century Project's Technology Infrastructure Manager (DPM III), Duties include complex systems analysis, detailed design specification development, Portal/ESS/MSS configuration, documentation, and testing. Specific duties include but will not be limited to the following:</p> <p><u>Duties and Responsibilities:</u> (Candidates must perform the following functions with or without reasonable accommodations)</p> <ul style="list-style-type: none"> • Reviews functional specifications for complex business processes. • Develops detailed technical specifications of system functionality. • Designs & Configures Portal/ESS/MSS functionality based on design specifications. • Participates in product testing activities: defining tests criteria and expected results, creating and executing test scripts. • Identifies and assists with issue resolution within the Portal/ESS/MSS. • Troubleshoots problems in programs, isolates causes, and develops solutions. • Mentors technical staff to ensure they are familiar with and adhere to applicable technical methodologies, standards, and best practices. • Act as the lead technical resource/liaison to other project teams and team members, technical staff, and state departments. <p><u>Desirable Qualifications:</u></p> <ul style="list-style-type: none"> • Possess the knowledge and experience in the planning, design, implementation and use of automated systems. • Effective written and verbal communication. • Good analytical and interpersonal skills. • Ability to create and sustain cooperative working relationships. • Good leadership and negotiation skills. • Possess the following personal traits: patience, tact, reliability, and dependability. • Ability to easily adapt to change and act effectively under pressure. • Ability and willingness to accept new responsibilities and accept personal responsibility for the development of the knowledge and skills necessary to succeed. • Familiar with Web and portal terminology and technologies. <p><u>Desired Experience:</u></p> <ul style="list-style-type: none"> • Practiced an industry recognized systems development methodology. • Worked on large software application development project. • Experience working with SAP software. <p>Reasons to apply/accept a position with the 21st Century Project Team:</p> <ol style="list-style-type: none"> 1. The 21st Century Project is the most innovative project evolving in state government! This is a great opportunity to participate in the project design, development, and implementation of the industry-leading my SAP ERP 2005 software product. 2. You will be on the cutting edge gaining valuable IT competencies, training, and experience.
<p><u>Applications:</u> Individuals who are currently in this classification, or are eligible for lateral transfer or promotion, or are reachable on a certification list may apply. SROA/Surplus candidates will be given priority.</p> <p>All hires will be subject to a background check.</p> <p>For permanent positions, SROA and surplus candidates should attach "surplus letters" to their application. Failure to do so may result in your application not being considered.</p> <p><u>Submit a Std.678 State Application and Resume to:</u></p> <p>State Controller's Office 21st Century Project ATTN: Karen Blom 710 Riverpoint Court, Suite 150 West Sacramento, CA 95605</p> <p>*FREE PARKING*</p>		

The State Controller's Office is committed to provide equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, gender, disability, religious or political affiliation, age, sexual orientation, or veteran status.

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